

**To:** Varcoe, Betsy[Varcoe.Betsy@epa.gov]  
**Cc:** Ashenafi, Sisay[Ashenafi.Sisay@epa.gov]  
**From:** Faulk, Libby  
**Sent:** Thur 6/9/2016 2:53:11 PM  
**Subject:** Briefing for Shaun

Hello Betsy,

We need to see if we can get on Shaun's calendar for a ½ hour to discuss the S. Weber Technical Assistance Grant. We're briefing Martin on June 14 so are looking at some time after the 14<sup>th</sup>, preferably the week of June 20, however if necessary, we could do something on the 16<sup>th</sup> or 17<sup>th</sup>.

The participants would be:

Myself

Sisay Ashenafi

Jasmin Guerra

Martin Hestmark

Sandra Stavnes

Rob Stites

Sandra Bourgeois

Michael Gleason

Lindsay Seeger

Bethany Mills

Melissa Devincenzi

Let me know what he has available. Also, what's the timeframe in getting him information to review prior to the meeting?

Sincerely, Libby

Libby Faulk, Program Manager

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